

**Town of Hilton Head Island**  
**Design Review Board**  
**Minutes of the Tuesday, March 13, 2012 Meeting      APPROVED**  
**1:15p.m – Benjamin M. Racusin Council Chambers**

Board Members Present:      Chairman Todd Theodore, Vice Chairman Scott Sodemann,  
Jake Gartner, Jennifer Moffett, Tom Parker and Deborah Welch

Board Members Absent:      Galen Smith

Council Members Present:      None

Town Staff Present:      Mike Roan, Urban Design Administrator  
Richard Spruce, Plans Administrator  
Rocky Browder, Environmental Planner  
Kathleen Carlin, Administrative Assistant

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**1.    CALL TO ORDER**

Chairman Theodore called the meeting to order at 1:15p.m.

**2.    ROLL CALL**

**3.    FREEDOM OF INFORMATION ACT COMPLIANCE**

**4.    APPROVAL OF THE AGENDA**

The agenda was **approved** as presented by general consent.

**5.    APPROVAL OF THE MINUTES**

The minutes of the February 28, 2012 meeting were **approved** as presented by general consent.

**6.    STAFF REPORT**

None

**7.    BOARD BUSINESS**

None

**8.    UNFINISHED BUSINESS**

**Hilton Head Christian Academy** – Practice Gym - DR120004

Mr. Roan presented a brief history of the application. The Board is reviewing this project for the third time (the conceptual application for this project was approved on February 14<sup>th</sup> with conditions.) Since the project's last review on February 28<sup>th</sup>, the applicant has introduced stucco on all four sides of the building bringing it closer to Design Guide criteria. The trellis and entry features also add some wood elements to the structure. Mr. Roan presented an overhead visual review of the elevations. The staff feels that the south elevation is still sparsely composed, but fits the program of interior. At the applicant's previous submission implied pilaster utilized in the stucco elements, where they are now labeled as control joints. Pilasters might add some shadow to the facades. Mr.

Roan stated that overhang is now introduced on the 1/12 roof. The allowance of the metal building set the precedent for a project that was driven by cost over the quality of the detailing, so in that light the project has moved significantly closer to what the Board has recommended for approval. The trellises seem to exist for their own sake, and are under-proportioned, relative to depth and material dimensions.

If the adjacent area were to be later developed into a courtyard, perhaps a useable trellis/ pergola in that area would be a practical first phase, and help reduce the mass of the building. The landscape on the north elevation should correspond to the architectural elements on that side of the building. The trees will be growing into the trellises upon installation.

Mr. Roan stated that Natural Resources has reviewed and approved the proposed tree removal and the mitigation plan. All replacement trees will be field located and approved by Town staff. The staff recommended that today's application be approved with conditions. At completion of the staff's presentation, Chairman Theodore requested that the applicant make his presentation.

Mr. Greg Beste, Architect, presented statements in support of the application. The applicant and the Board discussed the architectural of the building, the trellis, the courtyard, and the landscape plan. The Board stated the need for additional architectural detail on the gable end of the building. The Board also discussed the landscape plan with emphasis on the south elevation. The Board and the applicant also discussed the size and species of plant material.

Following this discussion, and based on the Board's direction, the applicant chose to **withdraw** today's application for recommended revisions. The applicant will resubmit at a later date.

*\* Mr. Tom Parker recused himself from review of the following application due to a professional conflict of interest. A Conflict of Interest Form was completed, signed, and attached to the record.*

## 9. NEW BUSINESS

\* Harbourside III – DR1200013

Mr. Roan introduced the application and stated its location, 9 Harbourside Way. The project adds a 400-square foot office to the front of the existing Harbourside building. The materials, finishes and colors all match the existing. Staff believes that the flat roof form strays from the Design Guide; however, given the overall mass of the building and the unusual existing roofline at the first floor level, it helps highlight and identify the registration office and integrates nicely.

Mr. Roan provided an in-depth review of the application. A landscape plan will be needed for the area between the office and sidewalk and to repair/replace the remaining landscape, post-construction. Natural Resources' concerns have been addressed through the Expedited Development Review process. Staff recommended that the application be approved with receipt of a staff-approved landscape plan. Following staff's presentation, Chairman Theodore requested that the applicant make his presentation.

Mr. Tom Parker, with Lee and Parker Architects, presented statements in support of the application. The applicant discussed the project's materials, finishes, roof form, and landscape plan. The Board discussed the project. Following their discussion, Chairman Theodore requested that a motion be made.

Vice Chairman Sodemann made a **motion to approve** the Harbourside III application with the condition that a staff-approved landscape plan is submitted. Ms. Welch **seconded** the motion and the motion **passed** with a vote of 5-0-0.

**10. APPEARANCE BY CITIZENS**

None

**11. ADJOURNMENT**

The meeting was adjourned at 2:00p.m.

Submitted By:

Approved By:

March 27, 2012

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Kathleen Carlin  
Administrative Assistant

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Todd Theodore  
Chairman